

February 5, 2018 - February 11, 2018

February 2018							March 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	3				1	2	3
4	5	6	7	8	9	10		4	5	6	7	8	9
11	12	13	14	15	16	17		11	12	13	14	15	16
18	19	20	21	22	23	24		18	19	20	21	22	23
25	26	27	28					25	26	27	28	29	30
												31	

Monday, February 5

- 7:00am - 7:30am **PERFORMANCE PLAN FOR ALEX DUE FRIDAY**
- 7:30am - 8:00am **DRAFT PAPER DUE TO ABA on FRIDAY**
- 8:00am - 8:45am **SES Plan for Alex** (Alex's office) - Dunn, Alexandra
- 8:00am - 8:30am **Check-in with Deb** (Alex's Office) - Dunn, Alexandra
- 9:00am - 10:30am **Office Directors**
- 10:15am - 11:15am **South Municipal Well Superfund Site in**
- 11:30am - 12:30pm **Briefing - NEPA** (BELKNAP) - Dunn, Alexandra
- 12:45pm - 1:45pm **Briefing - Energy** (BELKNAP) - Dunn, Alexandra
- 2:00pm - 3:00pm **Senior Staff Meeting** (Alm Room) - Adm14Pruitt,
- 3:00pm - 3:30pm **GE Communications Review** (Alex's office) - Dunn,
- 4:00pm - 4:30pm **Pre-brief for 4:15 call with Commissioner**
- 4:15pm - 4:45pm **Clean Water Funding** (Commissioner will call office)
- 5:00pm - 5:30pm **Review NSI Documents for Security Clearance**

Wednesday, February 7

- 7:30am - 8:00am **Check-in with Deb** (Alex's Office) - Dunn, Alexandra
- 8:00am - 9:00am **Breakfast with Dave Ross** (TBD) - Dunn, Alexandra
- 9:00am - 9:30am **Welcome HQ Water Team to R1**
- 9:30am - 10:00am **Doug** (Alex's office) - Dunn, Alexandra
- 11:00am - 11:30am **Planning for Region 1 HQ Visit** (Alex's office) - Dunn, Alexandra
- 12:00pm - 5:00pm **OW Regional Visit - Remarks at noon - program til 5**
- 3:30pm - 4:00pm **Sr Leaders call regarding potential Shutdown** (WJCN 3346, VTC/Call in information below) - Richardson, RobinH
- 5:00pm - 6:00pm **Depart for HQ**
- 6:30pm - 7:00pm **Washington Plaza Hotel - Confirmation 11S8J1** (10 Thomas Circle, NW, 20005)

Friday, February 9

- 8:00am - 5:00pm **In D.C.**
- 8:00am - 8:30am
- 2:00pm - 3:00pm **Check-In** (Phone) - Wagner, Kenneth

Tuesday, February 6

- 7:30am - 8:00am **Electronic Signature Tutorial** (Alex's office) - Dunn, Alexandra
- 8:00am - 8:30am **Check-in with Deb** (Alex's Office) - Dunn, Alexandra
- 9:00am - 10:30am **Office Directors + adding agenda and attachments** (Keough Room (Call in 617 918-2222; conference code 71617; participant code 123456)) - Szaro, Deb
- 12:30pm - 1:00pm **Dave Ross and Ann Campbell arrive**
- 1:00pm - 2:30pm **Depart for Dover**
- 3:00pm - 4:00pm **Great Bay Coalition**

Thursday, February 8

- 7:30am - 10:00am **American Law Institute - Presentation** (Washington Plaza Hotel, Washington)
- 10:30am - 5:00pm **In DC**
- 11:00am - 11:30am **Meeting with COO of EPA at HQ**
- 11:30am - 12:00pm **Alex Dunn** (Tate's Office in 1415 North Building) - Bennett, Tate
- 11:30am - 12:00pm **Tate Bennett** (Room 1415) - Dunn, Alexandra
- 12:30pm - 1:00pm **Meet and Greet Alex Dunn, R1 RA and Jane Nishida, PDAA for OITA** (Jane's Office, Ronald Reagan Bldg., 3rd Floor #31207) - Nishida, Jane
- 1:10pm - 1:30pm **Courtesy Visit w/ Region RA Alexandra Dunn** (3204 WJC-South) - Bodine, Susan
- 2:00pm - 3:00pm **Meeting with HQ Comms Office**
- 3:00pm - 4:00pm **Russell** (Wojciechowski, Adrienne (Leahy)) <Adrienne_Wojciechowski@leahy.senate.gov. Russell 437.)

Saturday, February 10

Sunday, February 11